

NOMAD PHOTO GROUP

CONSTITUTION AND RULES SEPTEMBER 2015

1. CLUB NAME and OBJECTIVES

The Club shall be named Nomad Photo Group.

The Objectives of the Club are to provide a forum to promote and encourage the study and practice of all forms of photography, photographic art and techniques by exchanging ideas, advice and assistance amongst members, organising workshops, demonstrations and participating in competitions.

The Club shall meet regularly in members houses.

2. MEMBERSHIP

To enjoy the benefits of the Club a person must become a Member. Membership of the Club shall be open to any invited person interested in, or practising photography, both amateur and professional, who agrees to support the Club's objectives and abide by the Club's rules. The Committee reserves the right to reject an application for membership and to terminate an existing membership for inappropriate behaviour or acting against the interests of the Club. Subscription fees already paid shall not be refunded under such circumstances.

3. SUBSCRIPTIONS

Members shall pay an annual subscription fee agreed at the Annual General Meeting (AGM) for the forthcoming year or by an Extraordinary General Meeting (EGM). All subscriptions from existing members shall be due by the end of January. If the renewal subscription is not received by this time, membership shall be deemed to have lapsed unless special circumstances can be proven.

New members applying for membership after 1st July shall pay 50% of the annual subscription.

4. THE COMMITTEE

The day-to-day running of the Club shall be managed by a Committee comprising the following officials: Chairperson, Secretary & Treasurer and all club members (up to a maximum of 8)

The Chairperson shall coordinate the work of the committee members. Four committee members shall form a quorum. The Chairperson shall have the casting vote. Committee members shall be elected at the AGM and may be selected en bloc. The Chairperson shall be responsible, in liaison with the Secretary, for convening Committee meetings as required and when appropriate. In addition, committee meetings can be convened on the written request of three other committee members. The Chairperson shall, acting as a leader and moderator, be responsible for ensuring that all such meetings of the Club are managed in an orderly fashion. He/she shall preside over the meeting and ensure that all those members taking part are given the opportunity

to express their varying points of view and provide guidance to assist those present to make decisions in the best interests of the Club. The Chairperson must also ensure the meeting is not too long, off topic or otherwise unproductive.

The Secretary shall be responsible for the day-to-day administration of the Club. He/she shall work closely with the Chairperson, keeping an overview of the Club's activities and ensuring meetings are well organised. The Secretary shall be responsible for ensuring the availability of suitable accommodation for all meetings and that any contractual arrangements undertaken are in the Club's best interests. He/she shall be the major line of communication with the membership and act as first point of contact for anybody wishing to join the Club. He/she shall be the Club's major contact with the WCPF, other Photographic Clubs and non-photographic organisations. The Secretary shall be responsible for taking minutes at AGMs, EGMs and committee meetings and for maintaining a minute's book. He/she shall be responsible for ensuring such minutes and any other relevant papers are distributed to members in a timely manner.

The Treasurer shall be responsible for the Club's finances. He/she shall keep a register of the names and addresses of the members of the Club and shall be responsible for keeping it up-to-date and in accordance with the Data Protection Act 1998.

The financial year shall be from 1st May to 30th April the following year. He/she shall collect and account for all monies paid to the Club; promptly pay any due invoices received from outside organisations; on receipt of a signed invoice, promptly reimburse any monies owed to Club members; keep an up-to-date Financial Statement and make this available to the Chairman on request; and present a Financial Statement to the Committee when requested and advise the Committee on all financial matters pertaining to the Club's activities. Prior to the AGM, he/she shall advise the Committee on the following year's subscription rate and shall present an Annual Financial Statement to the AGM.

5. GENERAL MEETINGS:

An Annual General Meeting (AGM) shall be held in the last week of March each year. Fourteen days-notice of the date of the meeting shall be given to members. Details of the agenda shall be circulated to members at least 7 days before the date of the meeting. Each member present shall have one vote. Those unable to attend may vote by proxy provided the Secretary is informed 48 hours before the meeting. A quorum at the AGM shall be 4 members.

6. EXTRAORDINARY GENERAL MEETING:

An Extraordinary General Meeting (EGM) shall be called at the discretion of the Committee, or on the written request of five Club members. Members shall be sent an agenda detailing why the meeting has been called at least 14 days before the date of the meeting. No business, other than that given in the agenda, shall be undertaken. A quorum at an EGM shall be 4 members.

7. CHANGES TO THE CONSTITUTION:

Changes to the Constitution/Rules can only be made at an AGM or an EGM.

8. COMPETITIONS:

The club does not intend to hold internal competitions but will regularly enter external competitions and exhibitions held under WCPF/PAGB rules.

9. DISSOLUTION OF THE CLUB:

Dissolution of the Club shall require discussion at an EGM and take place only with the approval of two thirds of paid up members present. If such a resolution is approved, Club assets shall be sold and any monies remaining after the discharge of liabilities distributed equally by the Treasurer to those members who have paid a full subscription for the year.

EFFECTIVE DATE OF RULES:

These revised Constitution/Rules were approved on 28 March 2019.